

Good Morning Sai Sai:

This is in reference to your GSA Freedom of Information Act Request: GSA-2019-001738 , in which you requested "Please See attachment for description."

The mission of GSA is to establish policy and provide efficient management of Government property, including construction and operations of Federal buildings; procurement and distribution of supplies, utilization of real and personal property and communication management.

The Freedom of Information Act provides authority to Federal Agencies to release documents that are specifically identified by the requester. **It does not require an Agency to do an all-encompassing search of all records in order to respond to requests. As written, we need additional clarification to complete your request.**

Please clarify your request by providing us with the specific information as specified below:

1. Please narrow the scope by selecting a specific office or documentation you are seeking within GSA.

A FOIA request cannot cover the entire U.S. General Services Administration.

Providing this information to our Offices will assist us in narrowing down the content to focus on your specific area of interest. Please provide clarifications by October 9, 2019 otherwise we will interpret this as you no longer being interested in the matter and your FOIA request will be canceled without further notification on our part. This action does not constitute a denial of your request nor does it affect your rights to submit future FOIA requests to this Agency.

Please reference FOIA Request number GSA-2019-001738 you respond.

If you have further questions, please contact DeLee Ann Yaukey, Government Information Specialist at 571-481-8586 or by email at delee.yaukey@gsa.gov.

If you have any concerns regarding the GSA's FOIA Requester Service Center, please contact Ms. Audrey Corbett Brooks, Public FOIA Liaison Officer at (202) 501-3094 or by email at audrey.brooks@gsa.gov.

Respectfully,

GSA FOIA Requester Service Center
Washington DC Headquarter Office